



State Wildlife Grant Request for Pre-Proposals For Implementing North Dakota's State Wildlife Action Plan North Dakota Game and Fish Department

Announcement of Request for Pre-Proposals approximately July 22, 2010
PRE-PROPOSALS DUE OCTOBER 1, 2010 at 5:00pm (CST)

SWG ELIGIBILITY and PRE-PROPOSAL INSTRUCTIONS

History of State Wildlife Grants

In fall 2001, federal legislation established a new State Wildlife Grants (SWG) program that provided funds to state wildlife agencies for conservation of fish and wildlife species in greatest need of conservation. Since then, annual legislation as part of the Interior and Related Agencies Appropriations Acts has included funding for the SWG Program. The U.S. Fish and Wildlife Service (USFWS) apportion funds based on a formula that uses each state or territory's area and population. Through 2006, SWG projects could be either for planning or implementation activities. The majority of SWG funded projects were focused on species research and survey efforts during the initial years of the SWG program. In October 2006, the USFWS established new guidelines for the SWG program. These guidelines, effective January 1, 2007, replace the 2002 administrative guidelines that were developed after the program's creation in 2002. New guidelines were needed as many of the original guidelines became outdated and emerging issues required additional review. The new guidelines place additional emphasis on implementation projects. See www.teaming.com for more information.

In addition, each State fish and wildlife agency that wished to participate in the SWG program had to develop a Comprehensive Wildlife Conservation Strategy (CWCS) by October 1, 2005. Each CWCS was required to address eight elements identified by Congress. North Dakota's CWCS was approved in February 2006. States have adopted a variety of terms to refer to the CWCS. At the national level, these strategies are more commonly referred to as *State Wildlife Action Plans*. The SWG program is the primary funding source for implementing the conservation measures identified in the State Wildlife Action Plans. North Dakota's CWCS/Wildlife Action Plan can be found at <http://gf.nd.gov/conservation/cwcs.html>

Funding Priorities (SEE "2010 North Dakota State Wildlife Grant Funding Priorities" document for specific project ideas).

On-the-ground habitat conservation is a priority.

- Preference will be given to implementation projects which focus on the protection, creation, enhancement, or restoration of priority habitat or within focus areas identified in North Dakota's CWCS.
- Monitoring the effectiveness of the conservation actions should be incorporated.
- Planning grants (i.e. research and survey work) will still be considered.
- SWG funding is to be directed at those species of greatest conservation need and their habitat as identified by the North Dakota CWCS. North Dakota identified 100 "Species of Conservation Priority" in early 2004 (Dyke et. al 2004). Projects should focus on CWCS species, preferably a guild of species. This will not preclude grantees from including other

species when implementation or data collection and analysis does not distract from the CWCS priority species.

- Projects must be linked to the goals or efforts of North Dakota's CWCS.

Funding Constraints

- **Funding ratio is 65:35.** Sixty-five percent of the funding is federal (SWG) and thirty-five percent nonfederal match is required. For example, if the project total is \$100,000, SWG would provide \$65,000 of that amount and the nonfederal share would be \$35,000. The amount of match a grantee can provide may increase the likelihood of the project being funded.
 - No portion of the contribution may be of federal origin and must not have been previously used as match for other federal funds.
 - In-kind, overhead, cash, and volunteer time (contact NDGFD for volunteer rates) are examples of eligible match sources.
 - Match must be incurred during the grant period.
- Selected projects will be funded on a reimbursement basis only. Project grantees must have adequate operating funds to support the project's work prior to reimbursement. Project grantees must have systems in place to track and document all expenses (actual, cash, in-kind, etc.) being claimed toward reimbursement.
- Indirect or overhead will not be reimbursed at more than 10% the total cost. If indirect is greater than 10%, non-federal match (other than NDGFD dollars) is required.
- In some instances, the NDGFD may award a grant outside of the request for pre-proposal period.

Frequently Asked Questions

- **What is the range of project funding?** From \$20,000 to \$100,000 per project.
- **What is the duration of funding?** Projects may be up to 3 years in length.
- **Who will evaluate pre-proposals and full proposals and make decisions on the grant awards?** The ND Game and Fish Department is the primary entity responsible for the evaluation of proposals and final decision on grant awards. The Department may develop an advisory group to assist in this process.
- **Can a single organization submit multiple pre-proposals?** Yes
- **Who can submit a pre-proposal?** Non-profit organizations, non-governmental organizations, state, local, and federal agencies may submit pre-proposals. Grants awarded to federal agencies may require special rules or regulations.
- **Are matching funds required?** No they are not required but are highly encouraged and will be looked upon favorably.

- **How can I find out more information about North Dakota's state wildlife action plan?** <http://gf.nd.gov/conservation/cwcs.html> or CD's may be obtained from the NDGFD.
- **How can I find out more information on North Dakota's Species of Conservation Priority?** For the list of Species of Conservation Priority, see the Comprehensive Wildlife Conservation Strategy on NDGFD's website listed above or the following publication: Dyke, S., S. Hagen, and P. Isakson. 2004. Species of conservation priority: What are they? North Dakota Outdoors 67(1):1-21.
- **What are the evaluation criteria?**
 - Closely aligned with the conservation actions of the CWCS
 - Contributes to the conservation of one or more species of conservation priority
 - Non-federal match is provided
 - Efficacy and management value of monitoring effort or can justify the effectiveness of the conservation action
 - Partners with one or more organizations
- **If my project is funded, what will I be required to report to the NDGF?**
 - The NDGFD has created a SWG Implementation Report Form which will be required to be completed for each site. Information on the form includes the geographic location of conservation action (legal description, GPS information, maps), total acres affected, type of implementation, length, cost, land ownership, description of implementation, habitat, species of conservation priority benefited, and other information as requested by the NDGFD.
 - Digital photographs of site. If creation, enhancement, or restoration efforts are to take place, photo points before and after management will be required.
 - The NDGFD has created a Request for Reimbursement Form. Detailed invoices will be submitted quarterly using the minimum standards of the form. The percentage of match agreed upon must be accounted for in each reimbursement request.
 - Interim and/or final reports summarizing accomplishments.
 - Final research/monitoring data with accompanying metadata.
- **Where should pre-proposals be submitted?** By email attachment only as Microsoft Word document to [Steve Dyke](#)

Schedule for Pre-proposal and Grant Awards

July 22, 2010	Official call for SWG pre-proposals
October 1, 2010	Pre-proposals due to ND Game and Fish Department
October 15, 2010	Full proposals requested of prospective grantees
December 1, 2010	Full proposals due to ND Game and Fish Department
January 1, 2011	Notification of grant awards, proposal submitted to USFWS
March 1, 2011	USFWS approval and cooperative agreements signed

Additional Compliance

As a condition of accepting federal funds, organizations must agree to adhere to all USFWS Wildlife and Sport Fish Restoration Program compliance issues. Specifically, projects must comply with:

43 CFR Part 12,

<http://training.fws.gov/fedaid/toolkit/43cfr12.pdf>

OMB Circulars (specifically A-133),

<http://www.whitehouse.gov/omb/circulars/a133/a133.html>

National Environmental Policy Act,

<http://www.epa.gov/compliance/basics/nepa.html#requirement>

Section 7 of the Endangered Species Act,

<http://www.fws.gov/endangered/consultations/s7hndbk/s7hndbk.htm>

Instructions for Completing State Wildlife Grant Pre-proposal

- **Bold** items must be completed in a succinct manner to provide the reviewers with a sense of what the project will accomplish. For example, the Need, Objectives, Expected Results/Benefits, and Approach sections should include no more than 1-2 paragraphs each.
 - *Italicized* text provides guidance on what type of information to provide for that bolded item. Delete this text and provide your justification in normal text style.
 - Do not allow pre-proposal to exceed 3 pages.
 - Do not change the format of the pre-proposal.
 - Cost may be approximate numbers.
- **Completing the pre-proposal does not imply the applicant will be awarded SWG funding. The NDGFD will review the pre-proposal and if the project contributes to species conservation and/or goals of the CWCS, the NDGFD will ask for a full proposal to review. Additional guidance for a full proposal will be provided to perspective grantees whose pre-proposals are selected.**

Email completed application to:

Steve Dyke

Email: [Steve Dyke](mailto:Steve.Dyke@ndgfd.com)

A hard copy *in addition* to the email may be sent to:

Steve Dyke

North Dakota Game and Fish Department

100 N. Bismarck Expressway

Bismarck, ND 58501-5095

If you have any questions, contact [Sandra Johnson](mailto:Sandra.Johnson@ndgfd.com) (701-328-6382) or [Patrick Isakson](mailto:Patrick.Isakson@ndgfd.com) (701-328-6338).

State Wildlife Grant Pre-Proposal

Project Title:

Species of Conservation Priority: *Name(s) of species targeted for planning project or to benefit from implementation action*

Contact Information:

Principal Investigator:

Title:

Organization:

Address:

Phone/Fax:

Email:

Anticipated Activity Period: *Timeframe (e.g. April 1, 2010 – March 31, 2012)*

Location: *Brief description of where the work will be done. (e.g. Missouri Coteau, statewide, south and west of the Missouri River, Ramsey County, etc.) If maps are provided, they must include a legal description or other geographical location information.*

Need: *Why is the project being undertaken?*

Objectives: *What is to be accomplished during the period of the project pursuant to the stated need? What are the goals of the project?*

1. *List the objectives of the project in numerical order.*

Expected Results or Benefits: *How will the project impact fish and wildlife resources or benefit the public? How will it contribute to the goals of the CWCS? Which species will benefit?*

Approach: *How will the objective be attained? Include brief procedures, schedules, and when required, key project personnel and cooperators.*

Estimated Cost: *Provide estimates of funding required in relevant categories. Add categories or explanation as needed.*

	SWG Funds Requested	Non-federal Contribution	Total
Personnel			
Ground Work			
Equipment/Supplies			
Indirect/Overhead			
Other (<i>describe</i>)			
Total			

Literature Cited: *Not necessary for the pre-proposal, but is required for a full proposal.*